

STRATA PLAN NW 2050  
Strata Council Meeting  
Wednesday, January 30, 2019  
Minutes

1. **PRESENT:**    Gordon Farrell                      Billy Leung  
                     Carole Borthwick                      Cyrus Pun  
                     Lindsay Armstrong                      Audrey Montero  
                     Linda McLaren

**REGRETS:**              Joanne Parkinson

Guests:                      Wilson Lee, and David Zheng from TELUS. Jim Law, from Rogers  
   Company and SL78

2. **CALL TO ORDER:** 6:30 pm

3. **ADOPTION OF MINUTES**

December 4, 2019 Council Meeting Minutes approved by email.

4. **COMMITTEE REPORTS**

4.1 **Social**

No reports at the moment.

4.2 **Grounds and Gardening**

4.2.1 **Landscaping**

Yamamoto Landscaping Ltd., keeps working weekly in the gardens. This year, Yamato Landscaping will be taking over work in the front garden area of Building A, which over the past years has been taken care of by volunteer, Eva Hargraves. Council would like to once again thank Eva for all her hard work. It is very much appreciated. With Yamamoto Landscaping taking care of all our gardening needs, it will give council an opportunity to fully evaluate their services.

STRATA PLAN NW 2050  
Strata Council Meeting  
Wednesday, January 30, 2019  
Minutes

The flowerpots located in front of Buildings A, B, and C will still be taken care of by Pamela Morais and a budget will be sent to her for the purchase of plants for 2019.

#### 4.3 **Fire & Security – Block Watch**

Richmond Block Watch is now on Facebook

Please click on this link [www.facebook.com/richmondblockwatch](http://www.facebook.com/richmondblockwatch) and like our page to keep up with all the goings on here at the Richmond Block Watch.

The fire alarm went off in Building B, on January 28, 2019. The fire fighter emergency response crew attended the property. Thank you to Linda McLaren for calling 911. Council has requested that the fire department send their report to determine what set off the alarm. For the moment, it appears that people lighting candles on a birthday cake set off the alarm in the lounge.

#### 4.4 **Maintenance**

- 4.4.1 A damaged door strike was replaced in Building B, on the door leading to and from the parking garage. Council would like to remind residents to wait two seconds before pushing the door open. This will ensure a longer life of the door and its parts. The light needs to turn from red to green before the door will open.
- 4.4.2 Two fire door locks were repaired in Building A, one located in front of the elevator and the other fire door in the lobby leading to the parking garage. Damage was due to a combination of weather, wear, and misuse.
- 4.4.3 The main door in the lobby of Building C, was repaired. A part inside the door was broken. All doors repaired during the month of December cost approximately \$500.00.
- 4.4.4 Maintenance of the roof was performed on Wednesday, January 16, 2019. Most of the work was done. We still need one more visit, weather permitting to finalize the cleaning of the roofs on Building A, B, and C. Reinforcement of the sumps in the roof is a temperature sensitive application, as the material used requires a minimum of 5C temperature and no rain in the forecast for at least 12 hours. For the moment, we are waiting for better weather conditions to apply the repair.

STRATA PLAN NW 2050  
Strata Council Meeting  
Wednesday, January 30, 2019  
Minutes

#### **4.5 Shared Facilities**

##### **4.5.3 Games Room**

More residents have been making use of the Games Room during the past few months. Council would like to remind Cypress Point residents that there is no charge for using the Games Room. A \$100 damage fee is required as well as notice in advance to schedule the use of the room. A form needs to be filled out with the damage deposit. A fob will then be provided in order to access the room at the time requested. Kindly remember, your fob will not open the games room door.

##### **Lounge**

Council would like to remind all residents to exercise safety, at all times while using the facilities at Cypress Point. While using the lounge, if you are not sure if something is allowed (i.e. using an inflatable bouncy castle), kindly check with the administrator at the time you are booking the lounge.

##### **Pool**

Council received a quote from Lindahl Aluminum Ltd. with regards to replacing the wooden entry door at pool that is in disrepair. Total cost for the aluminum door \$1,497.00.

#### **4.6 Bylaw Committee**

The bylaws have been filed with the Land Titles office. The Land Titles is the organization responsible for maintaining the integrity, reliability, and security of BC's land title register as the official legal record of private property ownership in the province.

Council would like to invite you to visit the Cypress Point website: <http://www3.telus.net/public/nw2050/> under Bylaws NW2050 Bylaws Dec 04, 2018.pdf

Council would like to take this opportunity to thank Tom Hargraves for his contribution and volunteering his time to run and update the website for the benefit of all residents.

STRATA PLAN NW 2050  
Strata Council Meeting  
Wednesday, January 30, 2019  
Minutes

**5. NEW BUSINESS**

- 5.1 Two representatives from TELUS met with Council in order to provide information about their new fibre optics network, which is built from flexible, glass fibre. Connecting to the TELUS PureFibre network will provide building residents with access to better TV and Internet connection. An assessment by TELUS will take place to make sure that the system can be installed on our premises.

**6. OLD BUSINESS**

**7. CORRESPONDENCE**

**Incoming:**

Council received a quote from a Lighting Consultant Mr. Vaillancourt for the replacement of the emergency exit signs in Buildings B and C. The new quote shows a savings of at approximately \$2,500 between parts and installation with the existing quote we have on file.

Received an email from **SL27** explaining how the vents in Strata are not isolated allowing smells and noise to travel easily from one suite to another. Council will gather more information from Corona in this regard.

Received from **SL27** informing that there are changes in order to retrieve the Minutes from Cypress Point Strata NW 2050 website. You will need your password for Minutes and information under the Strata Council Meetings Minutes from October 24, 2018 and prior. Minutes, AGM Packages information from November 28, 2019 to present do not require the password in order to retrieve the information.

Password for the minutes is their numeric form. E.g. August 19, 2019.pdf is:  
190819

Received from **SL45** requesting permission for renovation of the flooring in their suite. Council would like to thank the owners for their request. A form will be sent to the owners to confirm they understand and will follow procedures before and during the renovation process.

STRATA PLAN NW 2050  
Strata Council Meeting  
Wednesday, January 30, 2019  
Minutes

Received from **SL45** reporting noise in their suite. Some investigation has been done but is inconclusive at the moment as to where the noise is coming from. Council will suggest a few ideas and possibilities to try to find out the source of the noise.

Received from **SL65** requesting permission for renovation of their bathroom. Council would like to thank the owners for their request. A form was sent to the owners to confirm they understand and will follow procedures before and during the renovation process.

**Outgoing:**

**SL33** explaining that the office has not received the Form K for the new tenants.

**SL46** Requesting form K, plus payment of move in move out fees.

**SL65** Letter of approval of bathroom renovation and form to be signed.

**SL78** Letter bylaw parking stall infraction.

**SL56** Letter bylaw parking stall infraction.

**SL56** Letter bylaw noise infraction.

**SL35** Letter bylaw parking stall infraction.

**SL09** Letter bylaw parking stall infraction.

**8. FINANCIALS**

Carole Borthwick is pleased to report that as of December 31<sup>st</sup>, 2018 we had a surplus of \$17,566.04 in our Operating Budget, which will be put into our Contingency Fund. Also, there was a \$16,105.80 surplus in the Shared Facilities Operating Budget which will be divided between the Shared Facilities partners by May 15th, 2019 in accordance with our Shared Facilities Agreement.

STRATA PLAN NW 2050  
Strata Council Meeting  
Wednesday, January 30, 2019  
Minutes

- a. Accounts Receivable as December 15, 2018  
SL02 \$60.00  
SL92 \$150.00                      SL76 \$ 299.25  
SL86 \$70.00                      SL20 \$3,382.10  
SL33 \$50.00                      SL46 \$299.95
- b. Woodridge Shared Facility financials were received for November and December 2018.
- c. Cypress Shared Facilities for November and December 2018 were issued.
- d. Approval of Cypress Point November and December 2018 financials.
- e. Fund overview as November 30, 2018 and December 31, 2018.

	November	December
Contingency Fund	283,644.12	291,209.58
Special Levy Fund	5,913.34	5,925.64
Repiping Fund	64,440.22	64,774.72
Exterior Building Fund	26,461.85	27,351.98
Future Remediation Fund	376,534.07	384,833.18
<b>Total Funds</b>	<b>756,993.60</b>	<b>774,095.10</b>
Current Year Surplus	<u>18,371.43</u>	<u>17,566.04</u>
Total Owner's Equity	775,365.03	791,661.14

**9. MEETING ADJOURNED:** 10:00 pm

**10. NEXT MEETING:** Monday, February 25, 2019

STRATA PLAN NW 2050  
Strata Council Meeting  
Wednesday, January 30, 2019  
Minutes

---

---

---

---

---

---